

State of Montana Project Management Advisory Workgroup (SMPMAW)

Minutes

Wednesday, February 26, 2020

1 p.m. – 2 p.m.

Capitol, Room 152

Members Present:

Anne Bauer, OPI
Barry Fox, SITSD
Becky Giono, DOJ
Bill Jarocki, DOR
Danielle Murphy, OPI
Erin LaFromboise, FWP
Errolyn Lantz, GOV
Greg Smith, DEQ
Jake Burton, SOS

John McCarthy, HHS
Justin Stolp, DOJ
Kathy Ralston, COR
Maryann Costello,
SITSD
Susan Murray, LEG
Tawnia Schedel, SITSD

Member SKYPE Attendees:

Angie Riley, DOC

Guests Present:

Annie Murdock, SITSD
Miki Cestnik, LAD

Robert Finstad, DOR
Staci Stolp, DEQ

Welcome

- (00:00:18) Recording Announcement, CIO Support Staff
- (00:00:55) Chair Remarks, Tawnia Schedel
 - (00:01:12) Introductions
 - (00:03:31) Workgroup Overview and Objectives

Business

- (00:6:26) (00:30:14) Selection of workgroup Chair and Co-Chair: Greg Smith DEQ volunteered to chair and Bill Jarocki volunteered for Co-chair. Everyone voted and votes were unanimous to have them chair and co-chair.
- (00:09:55) Timeline for completing workgroup objective
- (00:10:11) Meeting frequency – How often, meeting duration, and dates and times?
 - Group plans on meeting everything other week on Wednesdays or Thursdays in the afternoon
- (00:15:31) Communication – How will the workgroup communicate and collaborate between meetings?
 - Tawnia will start a Teams site for collaboration.
- (00:16:16) Documentation – Who will be responsible for Documenting progress?
 - The Teams site will store working documents
- (00:19:30) Audit and overview information: Have more details and information provide about the audit. Information can be found at fcreports.mt.gov and <https://leg.mt.gov/content/Publications/Audit/Report/17DP-02.pdf>
- (00:30:14) Selection of workgroup Chair and Co-Chair: Greg Smith DEQ volunteered to chair and Bill Jarocki volunteered for Co-chair. Everyone voted and votes were unanimous to have them chair and co-chair.

Discussion

- (00:33:47) Member Forum
- (00:33:47) Public Comment
- (00:31:38) Future Agenda Topics
 - Ask a member of SITSD explain their expectations and feedback about the Audit

Adjournment

- (00:38:14) Next Meeting
- Check website and invites for updates

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Revised June 12, 2019